

MED  
Employability

(Code: M ED 105) Course: Activity I (a): COMMUNICATION AND EXPOSITORY WRITING

Marks 25

**Objectives:** After completion of the course, the student-teachers will be able to:-

- Enhance the ability of the graduates to listen, converse, speak, present and explain ideas in groups and before an audience.
- Use of ICT in effective communication.
- Understand about writing skill and enhance their expository writing skill.
- Implement their knowledge of communication in classroom discussion and daily life.

**Activity (Any One)**

- Development of pre-academic skills pre-reading, pre-writing and number
- Expository writing: Meaning, concept, Types and tips for effective expository writing.
- Listening skill: meaning, concept and importance of listening skills academic listening- (lecturing) listening to talk and presentation. Listening to announcements (Railway/bus station/ airports/ stadium announcement) Listening to radio and television. Telephone Skill: Basics of Telephone communication: How to handle calls telephone manners, leaving a message, making requests, greeting and leave taking over phone, asking for and giving information, giving instruction, listening for tone/mood and attitude at the other end, handling the stations especially trouble shooting, tele-conference, tele interviews handling.
- Communication skills: Meaning, concept and components of effective communication
- Strategy of effective communication.
- Role of ICT in effective communication.


**Mode of Transaction:** Lecture-cum-discussion, workshop sessions, assignments, presentations by students

**Practicum (Any One)**

- Workshop on Development of Expository Writing skills for seven days.
- Workshop on Communication skills for ten days.

**References**

- <http://gujarat-education.gov.in/education-citizen-act-rules.htm>
- [www.ugc.ac.in](http://www.ugc.ac.in)
- [www.education.nic.in](http://www.education.nic.in)
- [www.scribid.com](http://www.scribid.com)
- HNGU Handbook-I
- HNGU Handbook-II

  
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**(Code: M Ed- 106) Course Activity I (b): SELF-DEVELOPMENT**

**Marks: 25**


**Objectives:** After completion of the course, the student-teachers will be able to:-

- To understand what you are and what you want to be?
- To make self exploration and self evolution.
- To know oneself and through that knowing entire existence.
- To recognize one's relation with every unit in existence and fulfilling it.
- To know human conduct, human character and to live accordingly.
- To being in harmony in one self and in harmony with entire existence.
- It is a process of reflecting on the linkages between the self and one's professional practice.

**Activity (Any One)**

- Themes such as gender, society and education, 'disability', psycho-social dimensions of exclusion, and inclusive education will be central to these workshops.
- Sessions on mental and physical well-being (through modalities such as Yoga), will also be interwoven.
- Happiness, & Harmony: with body, in family, in society, in nature, in existence
- Realization, understanding, desiring, thinking, selecting such as, *Shanti, Santosh, Anand*.
- Human Values: *Swatantrata, Swarajya, Moksha*

**Mode of Transaction:** Lecture-cum-discussion, workshop sessions, assignments, presentations by students

  
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**SEMESTER – II**



(Code: M.Ed H-303, Course 11: METHODOLOGY OF EDUCATIONAL RESEARCH AND EDUCATIONAL STATISTICS –II

Period 90 Marks 100

**Unit 1: Tools and Techniques of Research:**

Questionnaire, Interview Schedule, Checklist, Rating Scale- Need, Construction, Reliability and Validity – (with special emphasis on questionnaire), Tests – Construction, validity and reliability of ability, aptitude and achievement tests – (with special emphasis on achievement test), Attitude scale–Turnstone or Likert method – Construction, Reliability and Validity. Interview, Observation, Sociometric and Projective Techniques – Reliability and validity of the corresponding data, Criteria for selecting a tool from among the available tools.

**Unit 2: Methods of Educational Research**

**Historical Research** – Need and Significance of Historical Research, Sources – Primary and Secondary sources, Collection of data, Historical Criticism–Internal Criticism and External Criticism and Interpretation of data.

**Descriptive Research** – Survey, Correlation and Causal Comparative Studies, Trend Studies, Case study and Developmental Studies – Nature and Use, Steps and Interpretation.

**Experimental Research:** Need and Significance, Nature, Validity - Internal and External. Role of Control Designs - Single Group Design, Parallel Group Design and Rotation Group Design.

**Ex-Post facto Research:** Need and Significance, Nature and Importance of Ex-Post facto Research

**Unit 3: Research Report:**

Format, Concept and Chaperization, Styles, characteristics of good research report, use of abbreviations in footnotes and bibliography.

Difference between Reference and Bibliography.

Research publication ethics. Types of Journals, Impact factor and citation index.

**Unit 4: Educational Statistics:**

Measures of Relationship – Rank Difference Method, Product Moment Method (Direct and Scatter Diagram Method). Special Types of Correlations – Biserial, Point- Biserial, Tetra Choric and Phi-Coefficient. – their compositions and uses in Educational measurement and research concepts of Partial and Multiple Correlations and their uses in educational research.

The F- test (One way and ANOVA)

**Inferential Statistics** - Concept of Parametric statistics, Sampling Distribution, Sampling Errors and Standard Errors. Levels of Significance, Confidence limits and intervals, Degrees of Freedom and Types of Error – Type I and Type II, Significance of mean and Correlation coefficient and of difference between two means (Correlated, independent, heterogeneous, homogeneous and Large and small samples) - One tailed and Two tailed tests, Concepts of non- Parametric Statistics,



Composition and uses of Chi-square as a test of independence and Contingency coefficient. Types of Correlations: Biserial, Point Biserial, Tetrachoric and Phi-Coefficient of correlation, Partial and Multiple Correlation.

**Practicum ( Any One)**

1. Preparing interview schedule and administration pretentions
2. Construction of Questionnaire and administration Interpretation.
3. Writing a research report
4. Collecting analysis and finding the relationship between two variables / two subjects.

**References:**

1. Aggarwal. J. C (1975), *Educational Research: An Introduction* New Delhi: Arya Book Depot
2. Best. J. W. (1970) *Research in Education*. Englewood Cliffs, New Jersey: Pretice Hall
3. Brog, W. R. (1963) *Educational Research: An Introduction Toronto*: David McKay Company.Inc
4. Edwards, A. L. (1969) *Techniques of Attitude Scale Construction*. Bombay: Vakis, Feffer and Simsons. Ltd
5. Ferguson, A. (1971) *Statistical Analysis in Psychology and Education*. New York, McGraw Hill Books Co.
6. Garrett, H. E. (1966) *Statistics in Psychology and Education Bombay*: Vakils, Feffer and Simons, Ltd.,
7. Guilford J. P. (1954) *Fundamental Statistics in Psychology*, New Delhi, McGraw Hill Book Company.
8. Kerlinger, F. N. (1983) *Foundations of Behavioral Research*, Second Indian Reprint, Surjeet Publications.
9. Lokesh (1984) *Methodology of Educational Research*, Vikas Publishing House (Pvt). Ltd.

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(Any Three)

**Learning outcome :** After completion of the course, the student-teachers will be able to:-

- Sensitize to their communicative behaviour.
- Enable to reject and improve their communicative behaviour performance
- Build capacities for self criticism and facilitate growth.
- Enhance their listening & writing skill.
- Present effective lecture after enhancing their listening skills.
- Write or draft professional letters and mail etc.

**Activity -1**

**Preparation of Report on**

- Workshop on listening, conversing, speaking, presenting, explaining and expositing ideas in groups and before an audience.
- Write a paragraph on any topic of your interest, then acknowledge the source & edit one's own writing. Prepare a report on the entire programme.

**Activity – 2**

- Writing Skills: Essential components of writing skills, writing standard, business letter, report writing, Email drafting and Etiquettes, preparing agenda and writing minutes for meeting, making notes on any academic conversations, Elective use of SMS case writing and documentation.

**Activity – 3**

- Prepare a Programme on SMS case writing and documentation.
- Attend a seminar/workshop or conference and write a report on entire programme.
- Workshop on e-mail drafting.

**Activity – 4**

- Career Skills: Applying for job, covering letters, resume and effective profiling, interviews, group discussion intra personal/ interpersonal skills problem solving, reflective thinking critical thinking, negotiation skill.

**Activity – 5**

- Prepare a Programme on reflective thinking and negotiation skill and conduct it in school.
- Prepare your resume/effective profile for an interview.

**Mode of Transaction:** Lecture-cum-discussion, workshop sessions, assignments, presentations by students

**Practicum (Any One)**

- Workshop on academic writing skill.



- Workshop on listening, conversing, speaking, presenting, explaining and expositing ideas in groups and before an audience.
- Write a paragraph on any topic of your interest, then acknowledge the source & edit one's own writing. Prepare a report on the entire programme.

**References:**

1. <http://gujarat-education.gov.in/education-citizen-act-rules.htm>
2. [www.ugc.ac.in](http://www.ugc.ac.in)
3. [www.education.nic.in](http://www.education.nic.in)
4. [www.scribid.com](http://www.scribid.com)
5. HNGU Handbook-I
6. HNGU Handbook-II

(Code: M Ed-307) Activity I (c):

Marks 50

**Dissertation**

- State the background of the problem
- Review of the Related Literature
- Plan a research design
- Selection of Tool, Collecting and Quantifying of data
- Tabulation of data

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**INTER-SEMESTER BREAK (ISB) – II**  
**M.ED 205 Activity – 1(a) Dissertation**

Marks 50

- Students will explore the areas of educational research.
- The chosen topic must be from the area of specialization.
- Identification of the problem and defining the problem in operational terms.

• Presentation & Presentation of the Proposal before DRC

**(Code: M Ed 206) Course Activity I (b) INTERNSHIP IN TEACHER EDUCATION**  
**INSTITUTION**

Marks 100

**Objectives :** After completion of the course, the student-teachers will be able to:-

- Orient the B.Ed Students on teaching-learning process
- Critically analyze the curriculum of b.Ed/M.Ed from different aspects.
- Identify the gap between theory and practice.
- Internship will be organized with attachment to both pre service teacher education and in service teacher education setting.
- Necessary orientations to the students and mentor teacher educators from the respective institutions of teacher education need to be provided before organizing the internship.

**Assessment is based on the following activities – Any Ten**

Critical analysis of curriculum of B.Ed/M.Ed from various aspects like pedagogy, specialization offered etc in the light of NCFTE 2009

Mode of transaction and gives suggestive plan for improvement

Observation of day-to-day school activities and report of an in-depth study of two activities.

Participation and organization of co-curricular activities

- Cultural, Literacy, Games & sports, *Shramdan*

Teaching work (Five period in any one compulsory paper of B.Ed)

Observation & Supervision of 5+5 lessons in each teaching subject

Participation in any two in-service teachers training programme for preparation of depth report on it.

Analyze nature & type of in-service teachers training programme organized by the institution.

Prepare an evaluation performa for in-service teachers training programme, apply it on at least 40 teachers and prepare a report on it.

Prepare a module for in-service teachers training programme and find its effectiveness.

Review new trends in research of teacher education and prepare a report.

Establishing new norms or quality parameters of a teacher education institution from national /international level – study any one institution and prepare a report.

**Organization and participation in community work**

- Organization of community work in educational and social awareness camp by B.Ed. students.
- Participation in national program - Pulse Polio, Literacy campaign, Assistance Medical Camps and Yoga camp.



***Training in management of different sections of the school***

- Library management
- Administration and scoring of any five psychological tests.
- Science club.
- Office Records and maintenance of attendance register, teacher's diary & stock Register.
- Maintenance of technology department.

***Training for evaluation process*** –Construction of question paper ; Pre-Preparation for Examination ; Evaluation of answer books and preparation of result

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1983.

- Prof. Sneha Joshi & Pushpanadham K. "*Empowering Women for Educational Management*", University News, Vol-39, No. 4 Jan 22,,2001.

**Med. 405 COURSE -17: Dissertation Viva-Voce**

**Marks 100**

**Activities:**

- Analysis and Interpretation of Data
- Result, Conclusion an findings
- Summary of the Research study
- Educational Implications
- References
- Write a Research Report

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